



STATE OF WASHINGTON  
DEPARTMENT OF HEALTH

DENTAL QUALITY ASSURANCE COMMISSION  
BUSINESS MEETING MINUTES

Thursday, September 11, 2008

**MEMBERS PRESENT**

Padmaraj Angolkar, DDS, Chair  
Karen Homitz, DDS, Vice Chair  
Pramod Sinha, DDS  
Jessica Saepoff, DDS  
Russell Timms, DDS  
Mark Koday, DDS  
Andrew Vorono, DDS  
Robert Achterberg, DDS  
Abdul Alkezweeny, PhD, Public Member  
Bernard Nelson, Public Member  
Marshall Titus, DDS

**STAFF PRESENT**

Joy King, Executive Director  
Jennifer Bressi, Program Manager  
Jennifer Osmun, Program Support  
Trent Kelly, Staff Attorney  
Natalie Gonzalez, Community Health  
Systems Office

**MEMBERS ABSENT**

Robert Faine, DDS  
Todd Cooper, DDS

**OTHERS PRESENT**

Colleen Madden, Dental Quality Assurance  
Commission Pro-Tem Member  
David Hemion, Washington State Dental  
Association (WSDA)  
David Houten, WSDA  
Dan Warner, WSDA  
Melissa Johnson, Washington State Dental  
Hygienists Association (WSDHA),  
Washington Association of Nurse  
Anesthetists (WANA), and Willamette  
Dental  
Tishra Beeson, Washington Association of  
Community and Migrant Health Centers  
(WACMHC)

**OPEN SESSION – 5:30 p.m.**

**1. CALL TO ORDER – Padmaraj Angolkar, Chair called the meeting to order at 5:30 p.m.**

- 1.1. The audience members introduced themselves.
- 1.2. The commission recognized and thanked Dr. Pramod Sinha for his service as past chair.
- 1.3. The agenda was approved as presented.
- 1.4. July 25, 2008 business meeting minutes were approved as presented.
- 1.5. July 25, 2008 Panel A, B, & C minutes were approved as presented.

**2. RULES HEARING – 5:35 p.m. 5:44p.m.**

The commission asked for comments regarding proposed rules:

- WAC 246-817-010 Definitions
- WAC 246-817-110 Dental licensure initial eligibility and application requirements
- WAC 246-817-120 Examination content
- WAC 246-817-130 Licensure without examination for dentists-Eligibility
- WAC 246-817-135 Licensure without examination for dentists-Application procedure
- WAC 246-817-140 Licensure without examination for dentists-Licensing examination standards
- WAC 246-817-155 Dental resident license to full dental license-Conditions

No written or verbal comments were received. After the rules hearing closed, the commission adopted the rules with the following non-substantive changes:

- WAC 246-817-155
  - (3) (f) the title American Dental Association's Commission on Dental Accreditation was added.
  - (3) (g) the title American Dental Association's Commission on Dental Accreditation was removed.
  - (5) Pay applicable fees as defined in WAC 246-817-990 was deleted because RCW 18.32.195 (4) indicates no additional application fee is required.

**3. PRESENTATION – Health Systems Quality Assurance (HSQA) update.**

Karen Jensen, HSQA Assistant Secretary and Steven M. Saxe, FACHE, Health Professions and Facilities (HPF) Director gave an update on the reorganization of Health Systems Quality Assurance Division. Topics discussed included office structure, staff changes, productivity issues, and future expectations.

**4. DISCIPLINARY PROCESS**

4.1. Jennifer Bressi provided the following copies to the commission:

- The second draft of the Dental Quality Assurance Commission Initial Assessment Threshold policy;

- A letter dated July 18, 2008 to all boards and commissions from Secretary Selecky regarding patient safety;
- A response letter, dated August 6, 2008, to Secretary Selecky from Dr. Angolkar;
- A copy of the Medical Quality Assurance Commission draft policy;
- A General Report / Complaint Process Information matrix.

The commission discussed the DQAC policy for investigating patient death complaints and self-reports. The policy was amended so all patient death complaints will be investigated. When a dentist self-reports a patient death and no complaint has been filed, a panel consisting of five commission members, with at least one public member, will evaluate the self-report and decide whether the report should be sent for investigation. The commission adopted the revised threshold policy.

- 4.2. Dr. Koday provided an update on the HSQA Sanction Guidelines Committee. The Sanction Guidelines are in final draft form. The guidelines will be presented to Mary Selecky, Department of Health Secretary, in October for approval. Once approved by Ms. Selecky, the commission can adopt additional guidelines for more specific dental cases.
  - 4.2.1. Dr. Koday indicated that compliance and other issues are not covered in the draft Sanction Guidelines. He recommended that the commission consider additional guideline to address these issues.
  - 4.2.2. Members discussed the standard for skills assessments and one-on-one training sanctions. Reviewing commission members and staff attorneys will work together to better define specific sanctions that include skill assessments.
- 4.3. Trent Kelly, Staff Attorney, asked the commission to establish the maximum daily fine amount for dentists not providing records to the Department of Health within 21 days of a request based on requirements in Fourth Substitute House Bill 1103. The commission established and approved \$100.00 a day, not to exceed \$5000.00. Dr. Koday suggested writing a clear definition of "complete records" so dentists know exactly what they are required to provide.
- 4.4. Data regarding the three disciplinary panels vs. two disciplinary panels was not available. Data will be provided at the October 23, 2008 for discussion.

## 5. OTHER

- 5.1. Joy King provided the current operating agreement between DQAC and DOH. The operating agreement will be discussed at the Board and Commission Fall Forum on November 7, 2008 from 9:00 a.m. - 4:00 p.m. Commission members are encouraged to attend.
- 5.2. Ms. Bressi provided an updated signature delegation for commission approval. Credentialing delegation was approved at the July 25, 2008 business meeting with use of position titles. The updated delegation includes credentialing, disciplinary, rules, and

other functions using specific names of staff that would have signature authority. The commission approved the updated signature delegation.

- 5.3. The committee provided an update on the Substitute House Bill (SHB) 2881 committee meeting held on September 11, 2008. The committee, chaired by Dr. Titus, is working with representatives from Community Health Systems Office to gather information regarding dental shortage areas in the state. The commission approved an updated implementation plan recommended by the committee.

Ms. Bressi reported that the draft legislative report regarding Substitute House Bill 1298 was not finished, but would be available by the next commission meeting.

- 5.4. Kois Center requested permission to allow two out of state dentists to provide a surgical hands-on course. The commission approved the request.
- 5.5. Dr. Timms discussed the difference in continuing education credits from different providers. Some courses are providing two hours for Academy of General Dentistry Program Approval for Continuing Education credits but only one hour for American Dental Association Continuing Education Recognition Program credits. The commission accepts both types of continuing education hours.
- 5.6. Dr. Alkezweeny shared information he has received from the Prescription Drug Over Dose and Abuse Prevention Workgroup. Dr. Alkezweeny asked for another member to attend the next work group meeting on December 3, 2008. Dr. Timms volunteered to be an additional member of the workgroup. Dr. Alkezweeny will continue to provide information from the work group.

## **6. RULE MAKING – Status of Ongoing Rulemaking Projects – Jennifer Bressi**

- 6.1. Ms. Bressi provided an update on the Dental Anesthesia rules. A significant analysis and a small-business impact statement have been completed. The CR102 will be filed in October 2008 and a hearing may be held on December 4, 2008. Ms. Bressi asked the commission to consider minor edits to the draft language. The commission approved changes to the draft language.
- 6.2. Ms. Bressi reported that she has drafted the CR101 rule package for House Bill (HB) 3088, definition of volunteer dental assistant.
- 6.3. Ms. Bressi requested the commission consider combining the rules for the definition of volunteer dental assistant with possible revisions to WAC 246-817 rules that use the term dentists where registered dental assistants and licensed expanded function dental auxiliaries may need to be referenced. After discussion, it was determined not to combine these rule revisions and not to open these rules for revision at this time.

## **7. PROGRAM REPORT**

- 7.1. Ms. Bressi updated the commission on member appointments. Dr. Angolkar's reappointed term is until June 30, 2012. Todd Cooper DDS, from Kennewick, was appointed with a term until June 30, 2012. He was unable to attend this meeting but will be attend the October meeting.
- 7.2. Ms. Bressi provided the July 2008 interim operating budget report.
- 7.3. Ms. Bressi informed the commission that the new dental fees became effective September 1, 2008. She explained that the Washington State Dental Association (WSDA) worked with the department, and the Governor's Office to implement a phased approach to implementation of the necessary increase in dental fees over the next three years. On September 1, 2008, the renewal fee increased to \$400.00. The department will request, at a minimum, an additional \$100.00 increase in both 2009 and 2010. According to the new fee schedule, the budget deficit should be resolved by 2013.
- 7.4. Ms. Bressi asked the commission to consider holding the June 11-13, 2009 meeting off-site. There is a meeting room conflict at the Tumwater office for that date. The commission agreed to hold the June meeting off site and hold the July 23-25, 2009 meeting at the Tumwater location.
- 7.5. Ms. Bressi provided a copy of the rules that were recently adopted by the Department of Health, Office of Radiation Protection. Members requested a speaker to present information regarding these rule revisions and the associated fee increases at a future commission meeting.
- 7.6. Ms. King provided a copy of the August 4, 2008 memos from the Governor's Office and the Office of Financial Management regarding energy and expenditure reductions. The Governor has imposed a freeze on new hiring, out of state travel, and personal service contracts and equipment purchases not related to public safety. State agencies are being asked to cancel any unnecessary travel within the state. In accordance with the governor's request, Ms. King asked the commission to discuss whether Bernard Nelson should attend the Washington State Legislative Health Conference on November 18, 2008. After some discussion, the commission decided that Mr. Nelson's attendance at the conference is important and that he should attend.
- 7.7. Jennifer Bressi provided an update on the dental assistant (DA) registration process. Currently 5056 applications have been received; 2699 of those applications have been entered into the department's Integrated Licensing and Regulatory System (ILRS) database, 1790 are in review and additional applications are still being received. There have been 909 registrations issued as of September 11, 2008. Jennifer Osmun, Sandra Pearson, and Jennifer Sommer, all program representatives, will begin helping the credentialing unit with intake for DA applications. Jennifer Osmun will also be helping with background checks.

## 8. REGIONAL BOARD UPDATES

- 8.1. Dr. Titus reported that he will attend the American Association of Dental Examiners (AADE) meeting in San Antonio, Texas on October 15-16, 2008 at his own expense. Due to the freeze on out of state travel, staff will not be attending.
- 8.2. Dr. Titus provided an update on the Western Regional Examining Board (WREB). The calendar for the examinations is available and examiner assignments will be out in November.
- 8.3. Dr. Timms reported that he participated in the Central Regional Dental Testing Service (CRDTS) exam review committee, and the steering committee held in August 2008. CRDTS decided to start administering the Dental Hygiene exam. Dr. Timms will attend the next exam review committee meeting in November 2008.

## 9. EXPANDED FUNCTION DENTAL AUXILIARY (EFDA) EDUCATION PROGRAMS

Spokane Community College submitted an application for approval of their EFDA education program. Dr. Koday completed a preliminary review of the application materials. The commission gave a provisional approval pending a site visit and proof of an onsite dentist to direct the program. The commission discussed the process of handling applications: Ms. Bressi and a standing committee, which includes Drs. Koday, Homitz, and Timms will review applications and conduct site visits at all facilities applying for approval.

## 10. EXECUTIVE SESSION

The commission held executive session from 9:50 p.m. to 10:13 p.m.

The term "executive session" is commonly understood to mean that part of a regular or special meeting of the governing body that is closed to the public. A governing body may hold an executive session only for specified purposes, which are identified in RCW 42.30.220(1) (a-k), and only during a regular or special meeting.

## 11. FUTURE COMMISSION BUSINESS

With no future commission business, the meeting was adjourned at 10:15p.m.

Respectfully Submitted By:

  
Jennifer Bressi, Program Manager

Commission Approval By:

  
Padmaraj Angolkar, DDS Chair